



Board of Selectmen

## RESOLUTION

### ADOPTING A COMPLETE STREETS POLICY FOR THE TOWN OF MIDDLEFIELD

WHEREAS, the Town of Middlefield actively promotes safe streets through design, education and enforcement of all of its transportation network; and

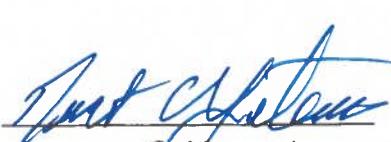
WHEREAS, Complete Streets are Right-of-Ways that are planned, designed, constructed, operated and maintained in such a way as to enable safe, comfortable and convenient access along and across the Right-of-Way by users of all ages and abilities, including but not limited to, pedestrians, bicyclists, transit riders, motorists, emergency, freight and commercial vehicle operators; and

WHEREAS, Complete Streets may include facilities and amenities, including but not limited to, pavement markings and signs; sidewalks and pedestrian safety improvements such as medians, curb extensions and crosswalks; ADA (Americans with Disabilities Act) accessible curb ramps and accessible pedestrian signals; transit shelters and signage and improved pedestrian and bicycle access to transit stops and stations; bicycle detection at intersections and wide travel lanes, bike lanes, or shared use lanes; bicycle parking facilities; street trees, landscaping, street lighting, street furniture; and adequate drainage facilities, including opportunities for storm water quality treatment facilities; and

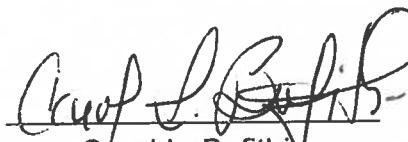
WHEREAS, the Town's Plan of Conservation and Development has specifically recommended the integration of bike-friendly shared roadways, wide shoulder lanes, greenways, multi-use pathways and pedestrian pathways as an important feature in all development; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SELECTMEN OF MIDDLEFIELD that the attached Complete Streets Policy is adopted and shall be applicable to the planning and design of all new transportation and Complete Streets Improvements initiated after the adoption hereof.

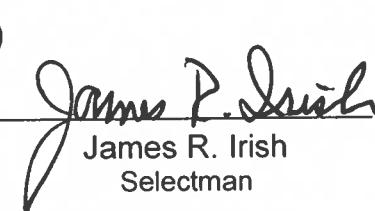
This RESOLUTION is APPROVED AND EXECUTED this 18<sup>th</sup> day of July, 2023, by the Middlefield Board of Selectmen.



Robert C. Yamartino  
First Selectman



Carol L. Bufithis  
Selectwoman



James R. Irish  
Selectman

# Town of Middlefield Complete Streets Policy

## **1. VISION**

Complete Streets are designed and operated to provide safety and accessibility for all the users of our roadways, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial vehicles, and emergency vehicles and for people of all ages and of all abilities. Furthermore, Complete Streets principles contribute toward the safety, health, economic viability, and quality of life in a community by providing accessible and efficient connections between home, school, work, recreation, and retail destinations by improving the pedestrian and vehicular environments throughout communities.

## **2. GOALS**

The goal of the Complete Street Policy is to ensure our Town roadways complement and enhance the surrounding land use and neighborhood character and accommodate all users, including drivers, bicyclists, pedestrians and transit patrons, older residents, children, and persons with mobility impairments. The specific goals are:

- a. To increase safety and access for all ages, abilities, and modes;
- b. To create better connections between municipal facilities, recreational facilities and residential areas;
- c. To improve access to transit opportunities;
- d. To integrate traffic calming measures to assist with safe movement of other user groups;

## **3. GUIDING PRINCIPLES**

It is recognized that each Complete Street is unique and the following principles shall guide the development of transportation projects:

- a. Shall be suitable and appropriate to the function;
- b. Shall be sensitive to the neighborhood context and neighborhood needs;
- c. Shall be flexible in project design to ensure that all users have basic safe access and use;
- d. Shall be considered a component of a comprehensive, integrated and interconnected transportation network that allows all users to choose between different modes of travel; and
- e. Shall be consistent and compatible with the Town's Plan of Conservation and Development.

## **4. APPLICABILITY AND SCOPE**

All Transportation Improvements and phases fall under this policy. Complete Streets principles will be applied to all Town- or State-sponsored improvements and all privately funded projects and developments that impact the right-of-way. The Town will approach

every planned Transportation Improvement as an opportunity to create safer and more accessible streets for all users. Transportation improvements include, but are not limited to, planning, programming, designing, engineering, construction and reconstruction, operation and maintenance.

Maintenance activities alone are not Complete Streets Improvements, nor should they prompt street improvements that necessitate Complete Streets consideration except those improvements that may be necessary to satisfy legal mandates such as the Americans with Disabilities Act.

Complete Streets policy objectives may be achieved by implementing single elements into a project, completing a series of improvements over the course of time, or by developing major network level improvements.

## **5. IMPLEMENTATION**

The Town of Middlefield (Town) will plan, design, construct, operate and maintain appropriate facilities for pedestrians, bicyclists, transit riders, motorists, children, the elderly and people of all abilities in all new construction, reconstruction, and repaving improvements subject to the exceptions contained herein.

Complete Streets implementation should be constantly evaluated for success and opportunities for improvement. The Town will adopt performance measures to gauge implementation and effectiveness of the following policies.

- The Town shall make Complete Streets practices a routine part of everyday operations, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and authorities to achieve Complete Streets.
- Town shall review and either revise or develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all Street Projects on streets, as well as potential off-road trails and paths.

### **a. Cooperation and Collaboration**

The implementation of Complete Streets will require cooperation and collaboration between multiple stakeholders on a regular basis. As such, the Town will take the following steps to facilitate the process:

- The Land Use Department shall review and propose revisions to all appropriate land use ordinances, policies, and regulations to support the implementation of Complete Streets.
- The Town Engineer shall review, revise, or recommend changes to all policies, procedures and design standards associated with site plan and other requirements for public and private development to ensure best practices are utilized to support Complete Streets.

- The Town shall continue to identify regional, state, and federal funds to implement Complete Streets Improvements to supplement the Town's Capital Improvement Program.
- The Town shall promote collaboration and coordination between Town departments and other transportation and planning agencies, including the Connecticut Department of Transportation and RiverCog that work within the Right-of-Way and utilize the transportation network for programmatic purposes to make the most efficient use of limited financial resources.

#### **b. Exceptions**

The Town is committed to Complete Streets and application of this policy and/or Complete Street principles will begin at the earliest phase of a project, except in the following extraordinary circumstances:

- Where pedestrians and bicyclists are prohibited by law from using the Facility. (In such an instance, alternative facilities and accommodations shall be considered within the same transportation corridor.)
- If the cost of constructing Complete Streets Improvements is disproportionate to the current need or anticipated future demand for such improvements.

## **6. BEST PRACTICES -- DESIGN GUIDANCE**

The Town will follow accepted or adopted design standards and use the best and latest design standards available, including the following:

### American Association of State Highway and Transportation Officials (AASHTO)

- A Policy on Geometric Design of Highways and Streets (6th Edition, 2011)
- Guide for the Development of Bicycle Facilities (4<sup>th</sup> ~ Edition, 2012)
- Guide for the Planning, Design and Operations of Pedestrian Facilities (2004)

### American Planning Association (APA)

- Complete Streets: Best Policy and Implementation Practices (2012)
- U.S. Traffic Calming Manual (2009)

### Federal Highway Administration (FHWA)

- Manual of Uniform Traffic Control Devices (MUTCD)
- PEDSAFE: Pedestrian Safety Guide and Countermeasures Selection System

### Institute of Transportation Engineers (ITE)

- Designing Walkable Urban Thoroughfares: A Context Sensitive Approach (2010)

### National Association of City Transportation Officials (NACTO)

- Urban Bikeway Design Guide (2'~ edition, 2014)
- Urban Street Design Guide (2013)

### U.S. Architectural and Transportation Barriers Compliance Board

- Accessible Rights-of-Way: Design Guide